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UNCLAS SECTION 01 OF 02 THE HAGUE 000727

SIPDIS

FOR EUR/EX/HR - MARIE PYLE

E.O. 12958: N/A

TAGS: [APER](#) [AMGT](#) [ASEC](#)

SUBJECT: FALL 2004 INTERN PROGRAM

REF: STATE 045968

1. Post requests four interns for fall 2004. The following responses are keyed para 3 of reftel:

A. Number of Interns: Four

B. Language requirement: None for Legal. Dutch is preferred but not required for others.

C. Selection criteria: All interns should have excellent writing and verbal communication skills. For Pol/Econ undergraduate or graduate work in International Affairs is preferred, but not mandatory if the candidate has other relevant skills and experience.

Political: Academic background (major or extensive coursework) in political or related field, graduate student or undergraduate junior/senior.

Legal: Intern must have a law degree or have concluded two years of law school. First year law students should be considered in exceptional cases. Demonstrated ability to write and analyze quickly and clearly, conduct legal research, and take initiative is essential.

Economic: The intern's educational specialization is not critical, but strong background in Economics, Business, Law or International relations would be welcome. Knowledge of the European Union would be a strong plus.

D. Sections: Political, Management, Economic and Legal

E. Summaries of Duties:

POLITICAL

- Political Intern will assist staff with general work during Dutch Presidency of the EU
- Analyze and report on external relations of the Netherlands (geographic specialty will depend on experience/background of intern)
- Assist with visits of high level US officials
- Deliver demarches as needed
- Provide support for official events
- Conduct research
- Assist with office management duties on ad-hoc basis.

MANAGEMENT

- Management Intern will work with the Management Counselor and Unit Chiefs in General Service, Financial, Human Resources, General Service and Information Management in various matters including:
 - Review and update of the ICASS service standards
 - Review and analyze services provided and recommend new methods of providing those services
 - Review and update of Local Compensation and Benefits Plans for locally engaged staff - this will involve liaison with local companies and other embassies.
 - Assist with updating Post manuals i.e. for Housing, Employment
 - Review A/CAI's website to incorporate best practices from other posts into post's procedures.

ECONOMIC

- Economic Intern will complete a research project to be turned into a cable on an aspect of the Dutch economy or US-Dutch business and economic relations. This information will be used for a reporting cable back to the Department. Proposed topics for the cable could be:

- 1) patterns of us corporate investments in the Netherlands
- 2) attempts by the Dutch government to promote innovation
- 3) potential areas of cooperation and development assistance or other issues

relevant to the intern's experience and interests

- Tasks will also include tracking activities relating to the Economic agenda of the Dutch EU Presidency, communicating USG positions, reporting responses to Washington agencies and other EU Posts, coordinating schedules of high-level official visitors, maintaining contact lists and work logs, and assisting with high-profile Ambassadorial initiatives
- Assisting section officers in conveying demarches or other messages to the Dutch government and reporting back the government's views
- Assist with official visits and events
- Assist with office management duties on ad-hoc basis

LEGAL (OLC)

- Analyze and report on legal developments in cases at the international criminal tribunal for the former Yugoslavia (ICTY), particularly the ongoing trial of Slobodan Milosevic and efforts to implement the Tribunal's completion strategy.
- Conduct research and draft memoranda and portions of USG briefs or oral presentations for U.S. cases at the Iran-U.S. Claims Tribunal and International Court of Justice (ICJ).
- Participate in the development and implementation of legal strategies for issues of concern to the USG arising at the ICTY, ICJ, Iran-US Claim Tribunal, International Criminal Court, Permanent Court of Arbitration, and other International Legal Institutions in The Hague.
- Attend meetings in support of OLC work.

F. Post Intern Coordinator:

Iris Susanto, Human Resources Specialist
Phone/Fax: 31 70 310 9235/31 70 310 9232
email: susantoik@state.gov

G. Housing: Housing is not provided. Intern should consult www.expatriates.com, local universities, former interns and post to try to locate low cost housing.

H. Visa requirements: not necessary for a stay of up to ninety days.

I. Post looks forward to hosting the 2004 Fall internship. Please inform interns to maintain good levels of communication with Post prior to arrival.

SOBEL